



Livermore Area  
Recreation and Park District  
*An independent special district*

**LIVERMORE AREA RECREATION AND PARK DISTRICT  
REGULAR MEETING of the BOARD OF DIRECTORS**

**DRAFT MINUTES**

**WEDNESDAY, SEPTEMBER 8, 2021**

2:00 P.M.

*NOTICE: Coronavirus COVID-19*

*In accordance with Governor Newsom's Executive Orders, members of the Livermore Area Recreation and Park District Board of Directors and staff participated in this meeting via teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in this meeting electronically.*

**DIRECTORS PRESENT:** Directors James Boswell, David Furst,  
Vice Chair Maryalice Faltings, and Chair Philip Pierpont

**DIRECTORS ABSENT:** Director Jan Palajac

**STAFF MEMBERS PRESENT:** Mathew Fuzie, Allie Ikeda, Fred Haldeman,  
Jeffrey Schneider, Jill Kirk, David Weisgerber, Julie  
Dreher, Linda VanBuskirk, Lynn Loucks, Megan Shannon,  
Michelle Newbould, Nancy Blair, Pamela Healy, Robert  
Sanchez, Vicki Wiedenfeld

**GENERAL COUNSEL:** Rod Attebery, Allison Felkins with Neumiller & Beardslee

**OTHERS PRESENT:** Tony Kukulich

**1. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE:**

Chair Pierpont called the meeting to order at 2:03 p.m. All Directors were present, except Director Palajac, via Zoom. Chair Pierpont led the Pledge of Allegiance.

**2. PUBLIC COMMENT:** None.

**3. PRESENTATIONS:**

**3.1 DROUGHT RESPONSE:**

Parks and Facilities Manager Fred Haldeman gave the Board a presentation on the District's drought response, which highlighted the challenges of maintaining the parks and sport fields in good condition on a regular basis while balancing the need

to improve the parks' watering systems and infrastructure during California's exceptional drought conditions. The District's goal is to increase efficiency, thereby reducing consumption and costs. Business Services Manager Jeffrey Schneider shared his screen and discussed LARPD's water usage and expense trends comparing year over year data from 2018 to present. (see attachment)

#### 4. CONSENT ITEMS:

- 4.1 Approval of the Minutes of the Regular Board Meeting of August 25, 2021.
- 4.2 General Manager's Update to the Board of Directors on Issues and Projects – September 2021

Director Furst asked to pull Items 4.1 and 4.2 for discussion. He asked fellow Board members if they felt that typist's initials at the bottom of Board minutes and the General Manager's monthly updates would be helpful so that Board members could identify who typed the documents now that the Office of the General Manager has a new Administrative Assistant. Directors Boswell, Faltings and Chair Pierpont commented that they were in support of the practice.

#### MOTION:

Moved by Director Furst, seconded by Director Faltings, approved the Consent Items by the following roll call vote:

AYES: *Directors Boswell, Faltings, Furst, and Chair Pierpont*  
NOES: *None*  
ABSTENTIONS: *None*  
ABSENT: *Director Palajac*

#### 5. DISCUSSION AND ACTION ITEMS:

##### 5.1 CAPRI DISTRICT VISIT REPORT – AUGUST 2021

General Manager Fuzie gave the staff report. As a result of CAPRI's Cycle XVII District Visit on August 17, 2021, LARPD received a score on the evaluation of 97 out of 100, which is an excellent rating. GM Fuzie then led the Board on a discussion regarding the three specific areas where the District was docked by three points and provided suggested remedies to the deficiencies.

**Recommendation:** Staff recommends the following remedies:

- 1) **Injury & Illness Prevention Program (IIPP):** The District's IIPP was not dated so it lacked evidence of an annual review. **REMEDY:** The IIPP has been reviewed and dated for this year. The IIPP will be reviewed on an annual basis.
- 2) **Maintain employees' current personal auto insurance for those who drive their personal vehicle for District business, verify every six months and obtain the Declarations Page to confirm coverage:** LARPD does not require this and pointed out to CAPRI that the requirement does not meet the intent since employees in California are required to have insurance in order to have a valid drivers license. LARPD recommends employees be put on notice that California law requires a driver to be insured and to keep that notice in their file.
- 3) **Americans With Disabilities Act ("ADA") Grievance Policy and Procedures in place:** The District's ADA Grievance Policy was not clearly available on its website. **REMEDY:** Compliance will be attained once restructuring of the District website is completed.

Chair Pierpont opened public comment. No public comments were received. Public comment was closed.

**MOTION:**

Moved by Director Faltings, seconded by Director Boswell, accepted the report from CAPRI and directed the General Manager to remedy the noted deficiencies as outlined in the staff report, by the following roll call vote:

AYES: *Directors Furst, Boswell, Faltings, and Chair Pierpont*  
NOES: *None*  
ABSTENTIONS: *None*  
ABSENT: *Director Palajac*

**6. INFORMATIONAL ITEMS (No Action Required)**

**6.1 GENERAL FINANCIAL UPDATE**

GM Fuzie reported that peaks and valleys continue to affect District programs and financial outcomes due to the continuing COVID-19 pandemic. He commented that there has not been any change in tax income, and staff continues to watch and be conservative with revenue income from District activities and programs.

BSM Schneider reported that actual results through August will be brought to the Finance Committee on September 20<sup>th</sup> then to the full Board at its next meeting. The District Budget Book for this fiscal year has been completed and will be distributed to Board members and staff this week. The focus of the Finance team will now turn to policies, procedures, cash flow forecasts, and the upcoming audit.

In response to a question from Director Furst, GM Fuzie reported that he met with the new General Manager of East Bay Regional Park District, Sabrina Landreth, in August. The two general managers plan to have a future discussion about the data provided at their first meeting along with the 1990s Revenue Sharing Agreement.

This was information only and no action was taken.

**6.2 COVID-19 PROGRAM UPDATES**

GM Fuzie asked the managers to provide program updates as they transition from summer to fall.

Community Services Manager Jill Kirk reported on ESS, Preschool, two new interpreters at Sycamore Grove Park, Open Space camps, and Senior Programs.

Director Faltings announced the Ravenswood Historic Tours are opening again. She suggested it would be nice if this became a part of somebody's program updates.

Recreation Manager Alexandra Ikeda reported on Lap Swim, indoor drop-in pickleball, water exercise, adult softball and basketball leagues, facility rentals and picnic reservations. She commented that many programs and classes have been updated on the website.

Parks and Facilities Manager Fred Haldeman reported on plans for turf renovations.

This was information only and no action was taken.

**7. COMMITTEE REPORTS:**

- a) Director Faltings reported her attendance at the September 2, 2021 Facilities Committee meeting.
- b) Director Faltings reported that the LARPD Foundation meeting, usually held on the first Monday of the month (Labor Day holiday), has been rescheduled to next Monday, September 13<sup>th</sup> and will be reported on during the next Board meeting.
- c) GM Fuzie commented on the Fire Management Plan as discussed during the September 2, 2021 Facilities Committee Meeting. Once staff has updated the plan, it will return to Facilities Committee before presentation to the Board for an in-depth discussion.
- d) Director Furst reported there was no Livermore Cultural Arts Council meeting in September.
- e) Director Furst reported his attendance at the September 1, 2021 Chamber of Commerce Business Alliance meeting.
- f) Chair Pierpont reported his attendance, along with Director Furst and GM Fuzie, at the September 8, 2021 Alameda County Chapter of the California Special Districts Association (ACSDA) meeting.

**8. DIRECTORS' ANNOUNCEMENTS:**

The Board of Directors had no further announcements.

**9. ANNOUNCEMENTS BY THE GENERAL MANAGER:**

The General Manager had no further announcements.

**10. OPEN SESSION DISCLOSURE REGARDING CLOSED SESSION ITEMS PURSUANT TO GOVERNMENT CODE SECTION 54957.7**

District Counsel Rod Attebery announced the Board would adjourn to Closed Session pursuant to Item 11.1 listed below. Open Session was adjourned at 3:21 p.m.

**11. CLOSED SESSION**

- 11.1 CONFERENCE WITH LABOR NEGOTIATOR**  
Pursuant to Government Code Section 54957.6  
Agency Designated Representative: Rod A. Attebery  
Unrepresented Employee: General Manager

**12. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTION 54957.1**

The Board came out of Closed Session at 4:23 p.m. and General Counsel Rod Attebery announced that no reportable action had been taken in Closed Session.

**13. ADJOURNMENT:** The meeting was adjourned at 4:23 p.m.

APPROVED,

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Philip Pierpont  
Chair, Board of Directors

ATTEST:

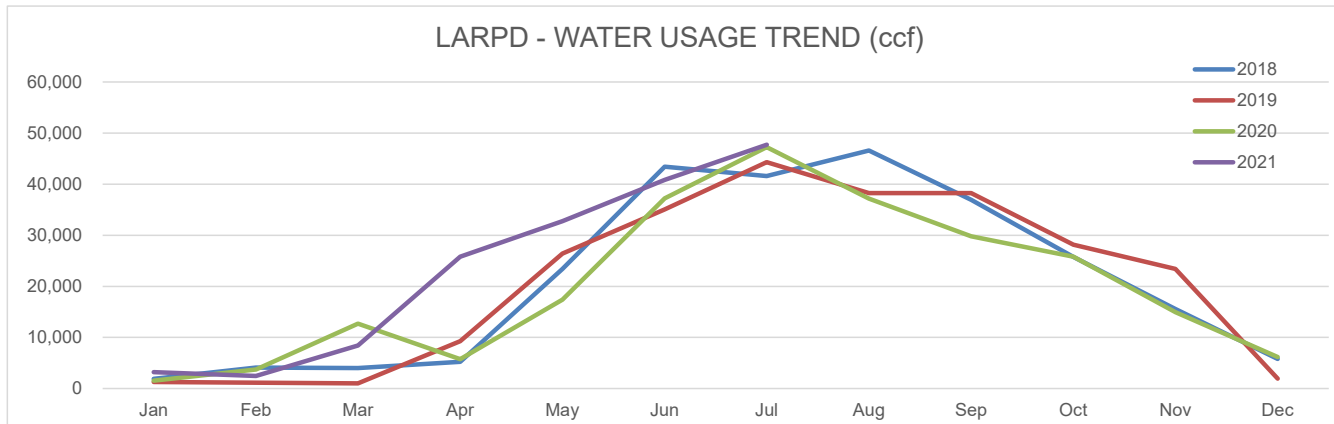
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Mathew L. Fuzie  
General Manager and  
Ex-officio Clerk to the Board of Directors

/lvb

Usage Year over Year  
(ccf)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL Year	YTD July
2018	1,895	4,087	3,990	5,219	23,429	43,408	41,582	46,587	36,946	25,752	15,578	5,802	254,275	123,610
2019	1,285	1,121	1,008	9,287	26,398	35,060	44,307	38,252	38,246	28,150	23,414	1,920	248,448	118,466
2020	1,540	3,720	12,689	5,721	17,408	37,213	47,245	37,188	29,803	25,822	14,934	6,172	239,455	125,537
2021	3,197	2,459	8,444	25,820	32,733	40,812	47,721							161,186



Cost Year over Year

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL Year	YTD July
2018	\$20,628	\$28,904	\$31,913	\$36,327	\$115,482	\$200,082	\$193,180	\$216,949	\$178,065	\$125,494	\$77,938	\$39,957	\$1,264,917	\$626,515
2019	\$17,648	\$18,249	\$17,551	\$50,803	\$121,586	\$154,935	\$198,522	\$208,037	\$173,061	\$132,413	\$111,055	\$21,449	\$1,225,308	\$579,294
2020	\$19,834	\$29,149	\$57,639	\$37,638	\$107,364	\$247,550	\$213,455	\$184,475	\$157,346	\$122,853	\$104,088	\$38,658	\$1,320,050	\$712,630
2021	\$28,149	\$26,961	\$56,364	\$126,696	\$173,242	\$212,947	\$262,556							\$886,914

